

**RICHMOND POLICE DEPARTMENT GENERAL ORDER**

NOTE: This directive is for internal use only, and does not enlarge an employee's civil liability in any way. It should not be construed as the creation of a higher standard of safety or case in an evidentiary sense, with respect to third party claims. Violation of this directive, if proven, can only form the basis of a complaint by this Department, and then only in a non-judicial administrative setting.

Chapter 3	Number 6	Effective Date 12/09/10	Review Date 2013
Subject INDUSTRIAL ACCIDENTS IN THE WORKPLACE			☐ New Order ☒ Replaces G.O. 3-6 (06/15/06)
References Code of Virginia §40.1-5, 40.1-6			
 _____ Chief of Police or Designee		12/09/10 _____ Date	

I. PURPOSE

The purpose of this **directive** is to establish the procedure for handling industrial accidents in the workplace. This **directive** consists of the responsibilities and procedures for Department members. The Richmond Police Department shall be responsible for assisting any investigation of an industrial accident in the workplace.

II. DEFINITION

INDUSTRIAL ACCIDENTS – Workforce accidents resulting from use or exposure to various equipment, chemicals, hazardous materials and unsafe working conditions. External industrial accidents can take the form of fires, chemical spills, discharges of toxic gases and radiation. Internal industrial accidents can involve various machinery and equipment.

III. POLICY

It is the policy of the Richmond Police Department to assist the Department of Labor and Industry in any way possible with the handling of industrial accidents in the workplace. The Richmond Police Department is not responsible for handling the investigation of industrial accidents unless foul play is suspected. Industrial/Haz-Mat incidents that occur over the roadways will be handled by the Virginia State Police; however, the Department of Labor and Industry and the Occupational Safety and Health Administration (OSHA) must also be notified.

IV. ACCOUNTABILITY STATEMENT

All employees are expected to fully comply with the guidelines and timelines set forth in this General Order. Failure to comply will result in appropriate corrective action.

Responsibility rests with the Division Commander to ensure that any violations of policy are investigated and if appropriate, training, counseling and/or disciplinary action is initiated.

V. PROCEDURE

A. Directing Traffic:

At the scene of an industrial accident requiring traffic control, the involved officer shall:

1. ***Receive information from the Incident Commander or Command Post on*** the appropriate distance from which the officer can conduct his/her duties to minimize threats to the officer's health and safety.
2. Limit or guide the flow of traffic in and around the scene of the incident to facilitate vehicular movement and reduce the inconvenience to the motoring public.
3. Permit the easy access of supporting emergency vehicles to the scene.
4. ***The ranking supervisor on the scene shall be responsible for notifying the Division of Emergency Communications (DEC) of the industrial accident.***
5. ***DEC shall notify the Department of Labor and OSHA.***

B. Crowd Control:

1. The scene of an industrial accident will often attract on-lookers. The officer at the scene shall maintain a perimeter, if necessary.
2. Department personnel are instructed to permit Department of Labor and Industry investigators with proper identification to pass through police lines when informed that they must make an inspection or investigation of an incident.

C. The Code of Virginia, §40.1-5, authorizes the Governor to appoint an individual to the position of Commissioner of Labor and Industry. The Commissioner shall: (***§40.1-6***)

1. Have power to appoint such representatives as may be necessary to aid in his/her work; their duties shall be prescribed by the Commissioner.
2. Have power, upon presenting appropriate credentials to the owner, operator or agent in charge:
 - a) To enter without delay and at reasonable times any business establishment, construction site, or other area, workplace or environment where work is performed by an employee of any employer in this Commonwealth; and,
 - b) To inspect and investigate during regular working hours and at other reasonable times, and within reasonable limits and in a reasonable manner, without prior notice, unless such notice is authorized by the Commissioner or representative, any such business establishment or place of employment and all pertinent conditions, structures, machines, apparatus, devices, equipment,

and materials therein, and to question privately any such employer, officer, owner, operator, agent or employee. If such entry or inspection is refused, prohibited or otherwise interfered with, the Commissioner shall have power to seek from a court having equity jurisdiction an order compelling such entry or inspection.

- D. The Department of Labor and Industry has established a Fatality Investigation Team. If there is a fatality, notify the Team at (804) 371-3104 (ext. 106) or pager no. (804) 256-5223 during normal working hours (Monday – Friday, **0800** – 1700). In the event an incident occurs during nights, weekends or holidays, contact the Virginia State Police (804) 674-2000 and inform them of the situation. The State Police will contact the ***Fatality Investigation*** Team.